

Library Cluster Meeting Minutes
Thursday, August 20, 2009
Dale Mabry Campus
Fall Inservice

Members Attending: Jeremy Bullian, Jacquelyn Cress (chair), Alicia Ellison, Wendy Foley, Vic Harke, Kristin Heathcock, Jeneice Sorrentino,

Guests Attending: Jackie del Val, Karen Griffin

The meeting was called to order at 2:44pm.

DLTS Update (Jackie dV):

- Jackie began by detailing the recent Learning Resource Center Coordinators meeting:
 - Joe Castellana gave an update on the LRC Technicians mtg. All agreed it was a good idea to meet periodically. In addition, the LRC techs talked about a possible future change to the "lib tech" title.
 - Discussion of how money for Lost Books goes to the General Fund.
 - Question of how long before withdrawing a book declared lost. DM does so after 3 yrs.
 - Discussion
 - Fatal Holds are decided by campus & removed by the same department.
 - Can't place holds on community borrowers. What can be done other than sending letters?
 - Question of Faculty long-standing overdues.
 - Discussion. Vic stated this should be left to the coordinators to decide. However YB has no coord. YB & PC stressed they preferred to "keep the peace" with faculty rather than create an issue over overdues. Wendy stated that she'd like to tackle this issue on a case by case basis.
 - Suggested there should be a wireless handout linked from library website. Jeremy said he would look into this in lieu of IT's lack of interest in providing a useful guide for students.
- JdV is waiting to hear from Steve Shields about installing "panic buttons" in the libraries.
- DLTS Will interview 5 candidates next week. The position is open until filled. DLTS has hired a student assistant.
- Karen filled in with cataloging at DLTS!

- Ordering: to bypass backorders DLTS will change order period. Will also be placing more orders on Visa (P-card).
- JdV has sent each campus their budget. SouthShore has a workable budget at about \$4500.
- We received credits back from Ingram for items not fully processed. These were applied toward invoices.
- Good news - ILL courier price went down
- Jdv is going on a (much deserved) vacation from 8/28-Labor Day.

Administrative Update (Karen):

- Library Program Review: Karen suggests an outside person on cmte. This would be someone in the profession but outside of HCC. Also suggested are an Instructional faculty member (preferably a non-library user) and a staff member.
- Alicia asked about the prospects for replacing Viveca. Karen indicates that Craig Johnson will support this but must talk to Pres. Stephenson. Viveca has provided her position description. Vic will draft a request to LINCCForum to determine CCs with system librarians or "vivecas" for library automation.

AskALibrarian Schedule (Alicia):

HCC's AskALibrarian shift of Thursdays, 3-4pm, will be covered as follows during the Fall semester:

August	Sept	Oct	Nov	
AE - 8/27	JB - 9/3	JS - 10/1	KH - 11/5	WF - 12/3
	JS - 9/10	KH - 10/8	JC - 11/2	JC - 12/10
	AE - 9/17	VH - 10/15 10/22	JC - 11/19	
	WF - 9/24	JB - 10/29		

- For winter break we will again suspend our AaL service for the winter break. We will also suspend our card request link.
- Question for future: should card requests go to circ staff rather than librarians?

Cluster Meeting Schedule (Kristin):

Meetings for the remainder of Fall '08 are scheduled 1:30-4:30pm, as follows:

- 10/9 - DM
- 11/20 - BR
- 12/11 - YB

IndiaTrip (Jacquelyn):

- Contact Steve Wall (PC) if interested

- Trip date May 13-30, 2010. Itinerary & estimate are forthcoming. Discounts after 10-30 people are likely.

Committee Reports:

- Information Literacy: Jacquelyn spent time during the summer researching to determine the direction of the updated Information Literacy Plan for HCC. She has completed part of the bibliography. She described some of the resources she found to the cluster.
- Web update: Jeremy was not able to complete much of the Novus conversion during summer. Hopefully with added manpower from PDWS, significant progress can be made this semester.

Roundtable:

- Alicia gave a LibGuides presentation at the Southeast Florida Library Information Network (SEFLIN) conference this summer. It was well received and there was good feedback. She will email her presentation links from the SEFLIN website. She will continue as chair of College Center for Library Automation's (CCLA) Information Resource Standing Cmte.
- Jeneice reported that the Ybor City Campus Library hosted a reception for the Tampa Hispanic Heritage, Inc. Board on August 13. The library is the repository for the organization's documents and memorabilia.
- Kristin is presenting at (kh) the Georgia Information Literacy conference in Savannah. She also attended ALA in Chicago. Her HCC mini-grant for "mobile librarian service" is starting this fall.
- Jeremy was appointed to the statewide LIS 2004 revision cmte. He will also continue on CCLA's Cooperation & Development Standing Cmte.

Adjournment:

Jeneice moved to adjourn. Alicia seconded. Meeting adjourned at 4:37pm.

Prepared By: Jeremy Bullian, Librarian –BR